



Dear Colleagues,

The Procurement Office is excited to announce a new enhancement – the launch of our NEW Life Science Virtual Stockroom! Available October 21st, 2024, this new initiative allows users to access supplier catalogs to order various laboratory products to support research needs. This is designed to replace the onsite stockroom located in the Life Science Building.

Key Points

1. **Goal – A Centralized Stockroom for Ease of Ordering:** The Virtual Stockroom allows users access to WolfMart’s most commonly used Suppliers for laboratory supplies, all in one place! Not sure who to order from? No problem! The Virtual Stockroom has a list of the most commonly ordered items, and the Suppliers used to order them.
2. **Benefits:** The Life Science Virtual Stockroom provides a number of useful benefits to users, including negotiated pricing with existing vendors, stock kept on hand for rapid order fulfillment, reduced costs, and two new scientific / laboratory suppliers added to our WolfMart Showcase: USA Scientific and Sarstedt, Inc.
3. **Virtual Stockroom Order Form:** Certain items (Alcohol, Dry Ice, and HPLC Water) can only be ordered in bulk. These items will be ordered and fulfilled by Central Services, including product delivery. Should you need any of these three items, the Life Science Virtual Stockroom provides an easy-to-use order form that gets sent to Central Services for fulfillment.
4. **Implementation Date:** The Life Science Virtual Stockroom will be available on in WolfMart on October 21st, 2024. We encourage the immediate ordering of your laboratory supplies through this new virtual stockroom.
5. **Training:** Several Zoom training sessions have been scheduled to train users on the Life Science Virtual Stockroom. These sessions will include important information about how to place your orders on the Life Science Virtual Stockroom site, a short training demonstration of the process in WolfMart, and opportunities for questions. Please see details below for training dates and times:
 - Wednesday, October 16th, from 3:00pm-3:45pm
<https://stonybrook.zoom.us/j/96576963854?pwd=UgIJuOYQXlbGxo1HYZnPbU44kDL7Fz.1>
 - Thursday, October 17th, from 10:00am-10:45am
<https://stonybrook.zoom.us/j/98042296756?pwd=ytOgJ8Lko0bO6V9WXhGOYOsmbXVGMh.1>
 - Friday, October 18th, from 11:00am-11:45am
<https://stonybrook.zoom.us/j/91352986346?pwd=rck4zyGweGiExDd7uwwPY9hSadpv7.1>

Contact Information

Life Science Virtual Stockroom: For more details on the Life Science Virtual Stockroom, contact Lynn Meyer, Assistant Director for Strategic Sourcing, Campus & Research Operations, at lynn.meyer@stonybrook.edu.

Training: For training assistance, contact Allison Parrish, WolfMart Support Manager, at allison.r.parrish@stonybrook.edu. We appreciate your attention, patience, and cooperation as we launch this exciting new enhancement.